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23 November 1954

**MEMORANDUM FOR THE RECORD**

**SUBJECT: Career Council Meeting - 19 November 1954.**

The following are points of interest which were discussed at a meeting of the CIA Career Council on 19 November 1954:

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- a. [REDACTED] Security Office, was recommended as the Agency's No. 1 candidate for attendance at the next session of the Advanced Management Course at Harvard University. [REDACTED] Office of the Deputy Director (Plans), was the No. 2 candidate.

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- b. There was considerable discussion as to the criteria which should be established in connection with the selection of CIA personnel for attendance at the Harvard Business School as well as the "service" schools. It was the general feeling of the Council that we were not nominating people of high enough caliber to attend these schools and, further, that we were delaying the final selections too long. It was also the consensus that we should select only those people who we wanted to send to these courses rather than choose from among those who volunteered to attend. Accordingly, a resolution was passed whereby a meeting of the Council would be held on or before 15 February 1955 to choose from a list of candidates those individuals, and their alternates, who were considered to be most qualified to represent the Agency at the Harvard Business School and service schools for the next twelve months. (This is something that I want to push in the DD/A area in order to insure that we get as many high level people as possible into these courses.)
- c. The staff study on the subject of "Processing Applications for Membership in the Career Staff" was modified in section 4, page 4, to read substantially as follows:

Type A: Recommended for acceptance into the Career Staff.

Type B: Recommended that action be deferred with reasons therefor.

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**Type C: Recommendation against acceptance into the Career Staff with reasons therefor.**

It was understood that other modifications would be made in the staff study if necessary in order to make it consistent with the above.

- d. The distribution of criteria for selection into the Career Staff was discussed. It was agreed that such distribution would be held to the division level and that the division or comparable unit chief would be responsible for insuring that the provisions were brought to the attention of all personnel under his jurisdiction.

*BS*  
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DD/A:LKW:laq

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